

Security Information

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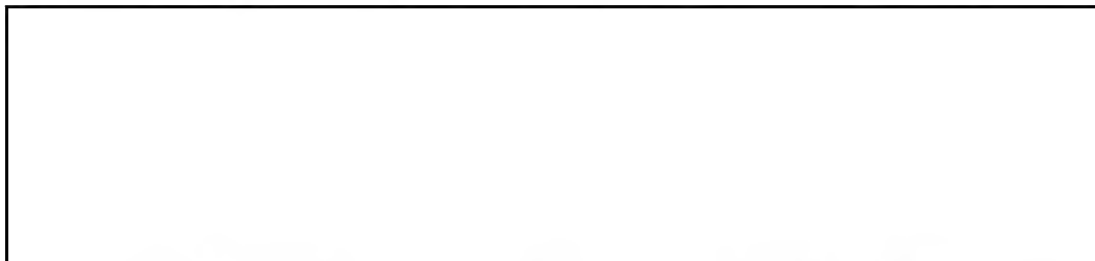
Executive Assistant to DCI

12 December 1952

Director of Training

Weekly Summary Report

1. Appropriate representatives from the Office of Training are presently reviewing the curriculum of the proposed six-weeks Basic Intelligence Course in the light of comments and recommendations received from the various Offices of the Agency. Following the completion of this task the new curriculum will be sent to the Training Liaison Officers for coordination within their own Offices. Discussions will be held as required and the program finalized by 15 January.




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3. The Medical Office has requested that the Office of Training set up a program of management training for supervisory personnel. This program is to begin in January.

4. 

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On 9 December 1952  was discussed at a meeting consisting of most members of the Project Review Committee for affirmation of prior approval and for further action. At the meeting the following agreements and/or decisions were reached:

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(a) That the necessity existed for a maritime training and development program within CIA and that such a program should be activated.

(b) That the site previously selected was confirmed and authorization for executing lease of the property was granted.

(c) That procurement of personnel to staff the program should be recommenced.

(d) That lists of equipment and items of cost for the program be reviewed by the DCI/A in preparation for submittal of the project to the DCI.

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5. A survey team from the Office of Procurement and Supply visited [] during the past week and reported to the Chief, Procurement and Supply that "The excellent control and issuance of expendable office supplies [] is deserving of special comment. The [] supply personnel have done an outstanding job and should be commended for their very fine performance and application of good supply principles and discipline."

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MATTHEW BAIRD

ME:trc

cc: DD/A
DD/I
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